

**Community Development Advisory Board Meeting
Draft November 16, 2020 Minutes**

I. ADMINISTRATIVE ACTIONS

Members Present: Aaron Walker, Chair; John Gustafson, Vice Chair; Anne Dillane, Andrea Pistone, and Denise Derkacs. Members.

Member Absent: Nina Epperson

Council Liaison Present: Councilor James Robinson

Others Present: Paul Andrus, Director CDD and Liaison; Katie Thwaites, Assistant County Attorney; Michael Arellano, CDD Building Safety Manager; David Martinez Code Enforcement Supervisor; Barbara Lai, CDD; Perry Rutherford, IT.

A. Call to Order

Meeting called to order at 5:31 pm by Chair Walker

B. Approval of Today's Agenda

Agenda approved as amended by a vote of 5-0.

C. Approval of Minutes

The minutes from the September and October meetings were approved by a vote of 5-0.

D. Public Comment

Mr. Andrus stated that the Governor has placed additional COVID-related limitations on meetings. Some home WiFi may not be as reliable as the County connection.

II. PRESENTATIONS AND DISCUSSION ITEMS (Action May be Taken on These Items)

A. Review of Cases

Ms. Pistone commented on the format of the posting of cases. Mr. Gustafson said that he has no problem reviewing the cases. Chair Walker suggested that Ms. Lai include in the email the Team address every month when notifying members that the cases have been posted. Mr. Andrus suggested that IT should be contacted to resolve the issue. Member Dillane asked that the quarterly reports be distributed to board members.

Chair Walker asked for clarification of the code regarding outdoor storage on private property versus commercial property. Mr. Andrus pointed out that this is an issue for the County to resolve and will be addressed in the code revision.

B. Work Group Reports

Public Outreach and Communication. Mr. Gustafson reported that he and Ms. Pistone have discussed plans for the project.

Voluntary Community Resources. Ms. Derkacs stated that there is no report.

C. CDAB Opportunities - Chapter 18 Revision

Chair Walker stated that the board must resolve the following issues: what the board will continue to do while the revision is in progress; establish the role of the board during the work on the revision; what the board can accomplish during the revision. He pointed out that attached to this agenda is a resource list for people seeking educational opportunities. Chair Walker suggested that Members Gustafson and Pistone establish a resource list of information for residents in need of assistance. Vice Chair Gustafson agreed with the suggestion. He committed to developing a list for the board to review at the December meeting. Ms. Pistone asked for input from board members.

Ms. Derkacs brought up two issues for consideration in the revision: 1) the topic of criminal vs civil consequences; and 2) whether enforcement should be transferred from CDD to the Police Department.

Mr. Andrus said that the development code revision will be a nine-month project.

Ms. Dillane asked if the board could look at the cost efficacy of code enforcement. She reported that she has information that there were 238 cases since June. She asked the cost to County taxpayers in terms of salaries, vehicle costs, etc.

Mr. Andrus pointed out that such a study must be at council directive. Councilor Robinson pointed out that County functions are not profit oriented and suggested that the community survey might be a venue to gauge public opinion.

III. REPORTS AND UPDATES

A. Chair Report

Information for RFP Consultant. Chair Walker wanted the list of attachments to the agenda included so that the board can be informed on what information is going to the Development Code consultant.

Outcomes of Council meeting November 10. Chair Walker reported that Nina Epperson has been appointed to the board. Member Derkacs will be resigning in December because she is a Councilor elect. Councilor Robinson said that the FY21 Work Plan was approved.

Ms. Lai reported that the vacancies for CDAB continue to be advertised in the Daily Post and may be shared on all social media.

B. Board Liaison Reports

No reports.

C. Council Liaison Report

Councilor Robinson reported that there are only three Council meetings remaining this year; and he updated the board on the coming presentations.

D. Staff Report

Michael Arellano reported on the status of the RFP for a consultant. Attorney Thwaites also provided RFP review procedures.

IV. PUBLIC COMMENT

No public comment.

V. NEXT MEETING/FUTURE AGENDA ITEMS

The next meeting will be on December 21, 2020, and will be conducted remotely.

VI. ADJOURN

Chair Walker adjourned the meeting at 7:02 pm.